



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

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Board of Supervisors  
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February 11, 2014

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

10 February 25, 2014

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Dear Supervisors:

### COUNTYWIDE CLASSIFICATION ACTIONS (ALL DISTRICTS - 3 VOTES)

#### **SUBJECT**

This letter and accompanying ordinance will update the table of classes of positions by adding two (2) new unclassified classifications.

#### **IT IS RECOMMENDED THAT THE BOARD:**

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to add two (2) new unclassified classifications in the Executive Office, Board of Supervisors.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Board of Supervisors (Board) has requested submission of classification letters on a periodic basis throughout the year to facilitate consideration of classification recommendations in a timely manner. Approval of this recommendation will provide the ordinance authority for the Executive Office, Board of Supervisors to implement the classification recommendations in this letter.

This recommendation will ensure the proper classification and compensation of positions based upon the duties and responsibilities assigned to these jobs (Attachment A). This is a primary goal of the County's classification and compensation system, and a means for the appropriate classification and compensation of the County workforce.

We are recommending this action based upon generally accepted principles of classification and compensation. Furthermore, this action is important in addressing departmental operational needs,

and in maintaining consistency in personnel practices throughout the County. The proper classification and compensation of positions facilitates good business operations, and can reduce the number of costly personnel-related problems.

#### New Unclassified Classifications

On February 19, 2013 the Board established the creation of the classification of Inspector General (UC). In conjunction with the recommendation made by the Citizen's Commission on Jail Violence, we are establishing two (2) new unclassified classifications for the Office of the Inspector General (OIG) (Attachment A). These positions will support the Inspector General.

The Chief Deputy, Inspector General (UC) will report directly to the Inspector General (UC) and will be responsible for providing strategic and policy direction for the OIG, and coordinating the work between the OIG's sections. Additionally, this position will represent the OIG in the absence of the Inspector General (UC).

The Assistant Inspector General (UC) classification will report to the Chief Deputy, Inspector General (UC) and will oversee and manage a major section of the OIG.

#### **Implementation of Strategic Plan Goals**

The Board's approval of the accompanying ordinance is consistent with the County Strategic Plan Goal 1 - Operational Effectiveness. Specifically, it will address the Service Excellence and Organizational Effectiveness Strategy to improve the quality of the workforce, to achieve departmental operational efficiencies, and to maintain consistency in personnel practices throughout the County.

#### **FISCAL IMPACT/FINANCING**

No additional funding is needed.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The County Charter authorizes the establishment and maintenance of "a classification plan and the classification of all positions."

The accompanying ordinance implementing an amendment to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Your approval of these classification recommendations will enhance the operational effectiveness of the Office of the Inspector General and the Executive Office, Board of Supervisors through the proper classification and compensation of positions.

The Honorable Board of Supervisors

2/11/2014

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Respectfully submitted,

A handwritten signature in black ink, appearing to read 'W. T. Fujioka', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA

Chief Executive Officer

WTF:BC:JA

SJM:AE:mst

Enclosures

c: Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
Human Resources  
Affected Departments

**UNCLASSIFIED CLASSIFICATIONS RECOMMENDED  
FOR ADDITION TO CLASSIFICATION PLAN**

<b>Proposed Savings/Cafeteria Benefit Plan</b>	<b>Item No.</b>	<b>Title</b>	<b>Salary Schedule &amp; Level</b>
Savings/Megaflex	9974	Assistant Inspector General (UC)	N23 R16
Savings/Megaflex	9975	Chief Deputy, Inspector General (UC)	N23 R17